

MEDICARES
Criteria, Sub-criteria Sheet
RFA #HHS0000436

Evaluator Name				
Respondent				
#	Criteria	Weight	Score	Comments
1	Executive Summary & Corporate Background and Experience (15%)			
1.1	How well did the respondent provide adequate detail to demonstrate its understanding of the goals and objectives of this RFA?			
1.2	How well did the respondent provide adequate detail on its approach to meet this RFA's business requirements?			
1.3	How well did the respondent provide adequate detail of how the organization's experience and success demonstrates its ability to provide the expected services? Items to consider: a. Did the respondent include an organizational overview description including a brief history, accomplishments, and number of years in operation? b. Did the respondent include the primary purpose of the organization and describe the organizational structure such as advisory board of directors, list of all advisory councils or committees, and the length of their existence and their function?			
1.4	How well did the key staffing profiles and resumes demonstrate experience and expertise of the staff who will be responsible for the performance of the services requested under this RFA?			
2	Program Narrative (25%)			
2.1	How well did the respondent provide a detailed description to show a clear understanding of the proposed services it must provide and to whom, in support of all the business activities and requirements described in this RFA? Items to Consider: a. Did the respondent provide a brief overview of the community it serves, to include geographic boundaries, general demographic data, general socioeconomic data, and a general description of community-wide health status? b. Did the respondent describe the magnitude of child abuse and neglect in its service area along with any existing resources to support child abuse and neglect services in its service area? c. Did the respondent describe existing health and human service systems, networks, and health-related resources available within the area?			
2.2	How well did the respondent provide adequate detail regarding how proposed activities would impact its ability to serve the child abuse and neglect population in its area?			
2.3	How well did the respondent provide detail regarding the challenges and barriers the Respondent would encounter without the funding provided by the RFA?			
2.4	How well did the respondent demonstrate that it understands and will address the varying cultural needs of the populations they serve, through their service design, staffing, and organizational policies?			
3	Project Work Plan (40%)			
3.1	How well do staff credentials and education demonstrate experience and expertise in providing services required under this RFA?			
3.2	How well did the Respondent provide adequate detail regarding steps for project implementation? Items to consider: a. Did Respondent describe the person responsible for the day-to-day activities and oversight of the project? b. Did Respondent provide adequate detail of how decisions will be made?			
3.3	Did Respondent provide adequate details of planned activities, and how reasonable is the proposed timeline to carry out the services required under this RFA?			
3.4	How well did the Respondent provide detail regarding community outreach and education plans?			
4	Financial Management and Administration Questionnaire (10%)			
4.1	How well did the respondent provide detail regarding compliance with the management and administration of programmatic, financial, and reporting requirements of the project?			
5	Project Cost (10%)			
5.1	To what extent did the respondent's proposed budget included all requested information on the required Microsoft Excel template?			
5.2	How well did the respondent demonstrate that project costs outlined in the Expenditure Proposal are reasonable, allowable, and necessary for the successful performance of the project?			